

HAMILTON COUNTY BOARD OF COMMISSIONERS
JULY 25, 2005

The Hamilton County Board of Commissioners met on Monday, July 25, 2005 in the Commissioners Courtroom in the Hamilton County Government and Judicial Center, One Hamilton County Square, Noblesville, Indiana. The Commissioners met in Executive Session at 12:45 pm. President Altman called the public meeting to order at 1:00 p.m. and declared a quorum present of Commissioner Christine Altman and Commissioner Steven C. Dillinger. Commissioner Steven A. Holt was absent. The Pledge of Allegiance was recited.

Approval of Minutes

Dillinger motioned to approve the July 11, 2005 minutes. Altman seconded. Motion carried unanimously.

Executive Session Memoranda

Dillinger motioned to approve the Executive Session Memoranda of July 25, 2005. Altman seconded. Motion carried unanimously.

Bid Opening

Bridge #69 Rehabilitation

Mr. Mike Howard opened the bids for rehabilitation of Bridge #69, East 266th Street over Duck Creek, PB-05-0005. Form 96, Non-Collusion Affidavit, Bid Bond, Financial Statement and Acknowledgment of Addendums (3) were included unless otherwise specified. 1) American Contracting - \$301,723.95. 2) Duncan Robertson, Inc. - \$214,130.29. 3) Erber & Milligan Construction - \$203,413.30. 4) George R. Harvey & Sons, Inc. - \$261,371.83. 5) Hoosier Pride Excavating, Inc. - \$239,982.93. Howard recommended the bids be forwarded to the highway department for review and recommendation later today. Dillinger motioned to approve. Altman seconded. Motion carried unanimously.

Plat Approval

Bentley Plat

Mr. Jim Neal stated the developer has notified the highway department that they do not want to proceed with the Bentley Plat. Altman stated it will remain tabled until we receive formal notification of the withdrawal.

Highway Business

Acceptance of Bonds/Letters of Credit - Highway Department

Neal requested acceptance of Bonds and Letters of Credit for the highway department. 1) HCHD #B-99-0079 - Amco Insurance Company Continuation Certificate #0000431186 issued on behalf of A-1 Superior Excavating, Inc. in the sum of \$25,000 to now expire August 16, 2005. 2) HCHD #B-05-0054 - American States Insurance Company Permit Bond NO. 6361616 issued on behalf of Indy Concrete, Inc. in the sum of \$5,000 to expire July 5, 2006. Dillinger motioned to approve. Altman seconded. Motion carried unanimously.

Agreements/Supplements

Bridge #60, Over Little Cicero Creek on Gwinn Road

Neal requested approval of a State-Local Public Agency Agreement for Construction and Project Management for Federal Aid Project BRO-9929(027), Bridge Replacement of Bridge #60 over Little Cicero Creek on Gwinn Road, HCHD #M-05-0021. Dillinger motioned to approve. Altman seconded. Motion carried unanimously.

Bridge #262 Supplemental Agreement No. 1

Neal requested approval of Supplemental Agreement No. 1, HCHD #E-03-0011, with United Consulting Engineers & Architects for Bridge #262, Fall Creek Road over Geist Reservoir. Dillinger motioned to approve. Altman seconded. Altman asked what were the cause of the delays? Mr. Matt Knight stated the primary delays were with the notice to proceed and utility relocation. Altman asked if it was a delay on the notice to proceed, why would that extend our costs on inspection? Knight stated the delay on the notice to proceed adjusts the contract completion time. According to INDOT specifications, if the notice to proceed delay is more than 30 days then they add that amount of time to the end of the contract. This will put the contract in another season. This is an INDOT contract. Motion carried unanimously.

Commerce Drive Supplemental Agreement No. 2

Neal requested approval of Supplemental Agreement No. 2, HCHD #E-04-0014, with The Corradino Group for Commerce Drive/Augusta Drive Extension and 96th Street Improvements. Dillinger motioned to approve. Altman seconded in an amount not to exceed \$50,000. Motion carried unanimously.

Acceptance of Roads

Tetterton Road

Neal requested acceptance of Tetterton Road from Crooked Creek Avenue to the end for a total of 0.134 miles in Jackson Township. Dillinger motioned to approve. Altman seconded. Motion carried unanimously.

Concurrence with Traffic Study Correspondence

Neal requested approval of a list of correspondence concerning investigations of requests for signage on Hamilton County Roads. Dillinger motioned to approve. Altman seconded. Motion carried unanimously.

Official Actions

Tetterton Road

Neal requested approval of an official action to install regulatory signs on Tetterton Road in Jackson Township. Dillinger motioned to approve. Altman seconded. Motion carried unanimously.

Triple Creek Farms

Dillinger asked if the highway department was familiar with the letter from Triple Creek Farms? Neal stated the highway department has forwarded a proposed ordinance to the county attorney for review. Neal stated they would like to set the public hearing at the next meeting.

Northeast Corridor Coalition

Dillinger stated the Commissioners received a letter from the Town of Fishers asking the county to join the Northeast Corridor Coalition. Altman stated we could send a letter of support stating that we have supported the US 31 Coalition and we request the same funding from Council. Howard stated there is a public hearing on August 11, 2005 that INDOT has established to look at the northeast corridor. Altman asked Mr. Swift to prepare a letter to Mr. Faultless from the Commissioners.

Bid Award

Bridge #69, East 266th Street Over Duck Creek

Neal recommended awarding the bid for Bridge #69 Rehabilitation to Erber & Milligan Construction, Inc. with the bid of \$203,413.30. Dillinger motioned to approve. Altman seconded. Motion carried unanimously.

146th Street Extension Project

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Howard stated there have been discussions regarding how to move the 146th Street project as rapidly as possible. One of the discussions was that once the environmental assessment and plans were submitted to INDOT and federal highway that we need to expedite setting the public hearing as quickly as possible. It might be appropriate for elected officials to contact the appropriate INDOT officials. Mr. Joel Thurman stated we are still trying for August. Within the last couple of weeks there have been discussions between United Engineering, INDOT and the federal highway department. We are trying to get the environmental assessment approved by the feds in order for INDOT to schedule the public hearing. We are getting close to that approval. INDOT will schedule the public hearing pending approval of the environmental assessment. Three dates in August have been targeted for the 16th, 23rd and 30th depending on when we get approval from INDOT. Howard stated 30 days notice has to be published, August 30th is the only date that will work. Thurman asked if an INDOT public hearing requires 30 day notice? Howard stated that is what he understands. Thurman stated United has never indicated that to him. It is being handled and we are trying to expedite it as soon as possible. Altman stated if Thurman feels it would be helpful for the Commissioners to contact someone, let them know as soon as possible. Altman asked if a INDOT project manager has been assigned? Thurman stated it is handled as any other federal aid project that goes through INDOT.

Brad Davis stated he has spoken with Bruno Canzian with INDOT asking where the federal agreement was. Mr. Canxian is tracking it down. INDOT has the check ready for the first reimbursement in the amount of \$390,000 of the first \$1 million earmark. Howard asked if the agreement is for the entire project or just engineering? Thurman stated it is for engineering only.

US 31

Altman stated she and Brad Davis met with Commissioner Sharp and staff regarding a US 31 update. Representatives of Carmel and Westfield were also in attendance. The project is over \$500 million, they do not have the money in our segment so they are bringing it back to their design staff to cut it in half. They indicated that it was initially designed as a full freeway and they want to declare it an expressway. We need to watch what they are doing with the east-west interchanges. Instead of doing overpasses, as initially designed at key locations, they want to cut back and do right in, right out and block them. Davis stated there are 16 locations that would have interchanges or bridges and they want to cut that to 7. Davis stated he has concerns regarding the amount of traffic signals when the entire idea was to make it free flowing. Altman stated we need to watch this to make sure it is built correctly or it will strangle east-west traffic in Hamilton County.

Regional Transit Authority

Altman stated the Governor will be replacing the two gubernatorial appointments on the Regional Transit Authority (RTA). Altman stated on behalf of Hamilton County she submitted the names of David George of Fishers; Mayor Jim Brainard and a gentleman from Greenwood who has been working with finance committee. The MPO has five nominations and the Governor chooses from the five.

Friday Highway Meeting

Davis stated there is a scheduled highway meeting this Friday, August 26th, at 7:30 am. Dillinger is unable to attend. There will be no meeting.

Kronos Workforce Central Contract [1:29:35]

Ms. B.J. Casali, at the request of the Auditor, requesting approval of a contract with Kronos for Workforce Central which will allow the Sheriff's Department, road deputies and community corrections employees to clock in. They are currently not using the time clocks and payroll is manually submitted. If someone forgets to turn in a time sheet it results in the Auditor's office having to do special pays. Hardware costs are \$9,212.50, software is \$23,000, configuration and implementation - \$50,000 and training - \$6,000 with total estimated costs of \$88,500. Casali requested approval of the contract pending County Council funding. Kronos was implemented in 1996 and services most of the county's employees. The information is fed into Inforum and pay checks are then calculated. Workforce Central will accommodate shift work and the odd pay periods. There are 235 employees that benefit from this system. It will help reduce errors, eliminate special pays, insure compliance with FSLA and overtime is calculated fairly. Altman asked if there has been a calculation of the return on the investment? Casali stated that has not been calculated. Altman stated it sounds like a valid use and program, but it is extremely expensive. Casali stated if funding is approved, implementation would be early in 2006. Altman asked why is this different than the remote call in system? Casali stated it will accommodate the 15 day work schedule, which the Sheriff's department has. It will also accommodate shift differentials, which the current system does not handle. Dillinger motioned to approve. Altman seconded. Altman asked if it is your understanding that it is highly recommended by the Auditor's office and the Sheriff's Department? Casali stated yes, the Auditor, Sheriff's Department and Community Corrections are on board. Motion carried unanimously, subject to Council funding.

Commissioner Committee Reports [1:34:26]

Insurance Committee

Dillinger stated the Insurance Committee has met several times to negotiate a 15% discount with Riverview Hospital for Workman's Compensation and prisoner medical services. We have negotiated a 15% discount with Encore. We are looking at putting a layer on the employee's health plan for an incentive to use Riverview Hospital and it's doctors. John Elmer and the hospital's third party administrator are working on that. We have discussed the Sheriff's physicals, which are currently done out of county, Riverview is reviewing it to see if they can do it less expensively. We have also discussed Riverview performing the drug screenings and a sub-committee has been set up to research it.

Homeland Security Grant

CAD/RMS

Altman stated we have the New World Contract for the CAD/RMS project signed. Change orders are starting to come through. Casali has found a big savings by using a QPA on software purchases which will reduce the New World Contract, which we could buy at a cost for government entities. Altman stated it was a time sensitive issue and she exercised that change order with the understanding that she would receive approval today. Altman would like to have some blanket authority with change orders, up to \$50,000, to let her sign/approve the change orders. This will be an issue on these projects. Dillinger stated he has a comfort level with that, but he does not know how Holt feels about it. Casali stated as a governmental entity we can receive a substantial savings on Microsoft software that our vendor can not receive because they are not a governmental entity. Altman stated New World has been very cooperative on it.

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Dillinger asked if it is cumbersome to bring it to the commissioners? Altman stated it would be more effective to do it as items come along instead of waiting every 2 weeks for a signature. Tim Zellers has indicated he would like someone to be able to sign change orders on a prompt basis. Dillinger stated he has no problem with that, but he would like Commissioner Holt to be included in this decision. Altman asked this item to be put on the next agenda. Ms. Kim Rauch requested that she receive a copy of any change order signed outside of the meeting for the county grant files. Dillinger motioned to approve. Altman seconded. Motion carried unanimously.

Operations Efficiency Study [1:42:31]

Mr. Kent Irwin presented an Offer of Services for an Operations/Efficiency Review of all county operations and offices. This review includes the use of employees, policies, technologies, look at things that money from the General Fund is spent that you could spend in a different way such as user fees, move funds to fund certain positions and certain programs. They have conducted these studies for the City of Evansville, Vanderburg County, Huntington County, Henry County, City of Richmond and St. Joe County. One of the things that have come out of these studies is the use of Encore and the application of Encore for the Jail. In Whitley County there was a savings of over \$100,000 over a 12 month period by using Encore for inmate care. Irwin stated the study would include elected officials and department heads by designing a questionnaire to glean information regarding volume of work, schedules, equipment, performance standards and technologies and with the questionnaire conduct interviews with all the elected officials and department heads in soliciting their recommendations on how they can improve their operations and how they can look at doing business in a different way. This would look at saving money as well as saving future costs. A second piece of the study is an employee questionnaire that is sent to each employee that can be returned, anonymously, directly to Waggoner, Irwin and Scheele. They will tabulate the responses and glean information directly from the employees of some of the things they see within their own office or other offices they are familiar with that they see some efficiencies and need for policy changes. Some of the best suggestions do come directly from the employees. They would meet individually with all of the officials and come back to the Commissioners and Council identifying the findings and recommendations for any changes that we see would save money and provide a better way to operate the various offices. Part of the study is a staffing analysis, where we look at staffing here, staffing patterns at other places and some of the hidden costs of the salaries, such as work schedules, overtime and FSLA. The final step is drafting a report that would come to the Commissioners and Council with the findings and recommendations. The study takes 6-8 months to complete. This would be timely to have this report shortly after the first of 2006 for the 2007 budget. Fees are hourly, with an estimate of \$43,640, plus travel expenses. Dillinger stated we have tried to do different things over the past 17 years to help with efficiency. Because of the structure of county government, the commissioners can make it happen with departments we are in direct control of, the problem we have had is getting some of the other elected officials to buy in to it for their departments. Dillinger stated he is all for the study, it is important, but only if it can be implemented. Irwin stated recognizing county government and the limitations of the County Commissioners and your authority outside of your departments, the County Council does play a central role in terms of having leverage in gaining participation because they do control the budget of all of the departments. Irwin stated we have not had one official or department head in any of the counties mentioned refuse to participate. It is to their advantage to be a part of the study and to look at ways to bring efficiencies to their department. We have found that people are very willing to participate. The county will have information to make better decisions, especially on staffing and schedules. Irwin stated this is not a study of trying to shut down elected offices and making them part of a uni-gov operation. Hamilton County should take a step back, look at the areas where you will have a collaborative relationship with some of the cities and townships and maybe do something a little bit differently than you are currently doing, all with the idea of trying to streamline your operation. Altman stated during the process do you look for duplication of services? Irwin stated yes. Irwin stated in some offices there is a high volume and some offices the work is more seasonal and try to figure out how to utilize those employees so they can do more than one thing, even though it might cross an elected official's wall. Howard asked with the new FSLA regulations, which expand the exempt definition and excess benefit time, will you be looking at putting more people in that classification? Irwin stated yes. The more people you can get to the exempt salary, the better you are. Dillinger asked if the efficiency study has to do with employees themselves or related thing? Irwin stated we look at things you are currently out-sourcing to see if it is something that can be done in-house or things you are doing in-house that could be out-sourcing. Dillinger stated as far as compensation packages, would vehicles be a part of this? Irwin stated yes. Altman motioned to accept the operations/efficiency review proposal subject to funding. Dillinger seconded. Motion carried unanimously.

Forum Credit Union

Ms. Sheena Randall stated in the past Forum Credit Union has sent information to the employees on what benefits they offer if they utilize Forum. Randall requested they be allowed to distribute that information again. Altman stated the only thing she has a problem with is that the county makes copies for all of the employees when benefits are offered. Randall stated they provide everything. Altman and Dillinger stated they do not have a problem with that. Altman stated we might want to consider having a page on our internal web site that lists all of the county benefits. Dillinger stated the only thing we want to be careful about with Forum Credit Union is that we have a relationship with First Indiana Bank and they have made special concessions to our employees and he does not know if this violates our relationship with First Indiana. As an example the ATM in the courthouse does not pay for itself, but they have left the ATM in the courthouse. Randall stated the package that First Indiana offered did exceed any other packages offered by other banks. They do provide benefits to our employees and they hold our health insurance trust. Dillinger stated his only concern is if this is infringing on the First Indiana agreement? Randall stated they are offering discounted rates that would be in competition for loans. Altman stated she does not want to be in the business of locking anyone out when our employees could benefit. This is something we should look at annually or every two years. Altman stated lets hold on Forum. Altman requested considering a web page for employees.

Juvenile Services Center

Altman stated she met with Dan Stevens and Jeff Marcum regarding the Juvenile Services Center. They are getting quotes on a brochure to be sent to other entities to market the Juvenile Services Center.

Attorney [2:05:05]

Thompson TIF Project

Mr. Michael Howard stated he will be appearing before the Carmel City Council on August 1st to introduce the interlocal agreement for the Thompson TIF Project. Altman stated part of the Thompson TIF agreement was that Carmel would utilize our staff on projects that they use this money in. Howard stated the projects are anticipated to bid in January or February 2006. The capital project is the extension of Illinois Street from the Clarian entrance to 136st

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Street. Altman stated she needs from the highway department, as soon as possible, what they think they can do to help with this project. She needs that information so an interlocal agreement can be negotiated.

Administrative Assistant [2:08:34]

Humane Society, Spay Neuter Contracts

Mr. Fred Swift stated Commissioner Holt has requested a consensus by the Board that the Humane Society and Spay Neuter Group attend the August 8th meeting for the signing of the contracts. Altman asked Howard to e-mail her the spay-neuter contract for review. Altman stated she sees no purpose for it, their boards have to approve the contract just as we have to approve the contract. They can't sign it here. Howard stated the bidding for construction won't take place until January or February 2006 with notice to proceed following and project completion sometime in the Fall. Altman stated we need to defer it to an August or September meeting.

Street Closings

108th Street Closure

Swift stated Greater Homeplace is organizing a Homeplace Marketfest to be held September 10th and would like permission to close 108th Street from College Avenue, east, 1 block. Swift is waiting for a response from the fire department to make sure they do not have a problem with it. Dillinger motioned to approve. Altman declared she is a member of the Greater Homeplace. Altman seconded. Motion carried unanimously.

Commerce Drive Closure

Swift stated the businesses on Commerce Drive would like to have a block party for their employees on September 17th. Dillinger motioned to approve. Altman seconded. Motion carried unanimously.

Part-Time Employees Pay for Building Closure

Swift stated the Payroll Department has asked how the Commissioners want to handle the compensation of the part-time employees due to the closure of the historic courthouse due to the lack of air conditioning in the building. Howard stated the full-time employees will receive an automatic punch for a one hour lunch and a punch at 4:30 to end the day. Altman asked if the part-time employees have a set schedule? Rauch stated probably. Altman stated they should get paid for their commitment they made to the county when they came in today. Dillinger seconded. Motion carried unanimously.

Auditor [2:16:45]

Acceptance of Bonds/Letters of Credit - Drainage Board

Dillinger motioned to accept the Bonds and Letters of Credit for the Drainage Board. 1) HCDB-2005-00056 - Fifth Third Bank Letter of Credit No. CIS403983 for Aberdeen Bend storm sewers - \$295,875.00. 2) HCDB-2005-00057 - Fifth Third Bank Letter of Credit No. CIS403984 for Aberdeen Bend subsurface drains - \$58,159.00. 3) HCDB-2005-00058 - Fifth Third Bank Letter of Credit No. CIS403935 for Aberdeen Bend erosion control - \$51,378.00. 4) HCDB-2005-00059 - Fifth Third Bank Letter of Credit No. CIS403934 for Aberdeen Bend monumentation - \$10,200.00. 5) HCDB-2005-00051 - National City Bank Letter of Credit No. SCL011175 for the Trails at Hayden Run storm sewers - \$211,168.00. 6) HCDB-2005-00052 - National City Bank Letter of Credit No. SCL011174 for the Trails at Hayden Run - J.W. Brendle Relocation - \$23,792.00. 7) HCDB-2005-00053 - National City Bank Letter of Credit No. SCL011173 for the Trails at Hayden Run erosion control - \$46,251.00. 8) HCDB-2005-00054 - National City Bank Letter of Credit No. SCL011171 for the Trails at Hayden Run monumentation - \$11,280.00. 9) HCDB-2005-00055 - National City Bank Letter of Credit No. SCL011172 for the Trails at Hayden Run subsurface drains - \$50,603.00. 10) HCDB-2005-00066 - Bond Safeguard Insurance Company Subdivision Performance Bond No. 5016989 for Village of West Clay Section 6001 storm sewers - \$494,825.00. 11) HCDB-2005-00067 - Bond Safeguard Insurance Company Subdivision Performance Bond No. 5016990 for Village of West Clay Section 6001 erosion control - \$67,200.00. 12) HCDB-2005-00068 - Bond Safeguard Insurance Company Subdivision Performance Bond No. 5016991 for Village of West Clay Section 6001 monuments & markers - \$7,800.00. Altman seconded. Motion carried unanimously.

Clerk's Monthly Report

Dillinger motioned to approve the Monthly Report of the Clerk of the Circuit Court dated June 30, 2005. Altman seconded. Motion carried unanimously.

Treasurer's Monthly Report

Altman motioned to table the Treasurer's Amended Monthly Report for May 31, 2005. Dillinger seconded. Motion carried unanimously. Dillinger motioned to approve the Treasurer's Monthly Report dated June 30, 2005. Altman seconded. Motion carried unanimously.

Payroll Claims

Dillinger motioned to approve Payroll Claims for the period of July 4-17, 2005 to be paid July 29, 2005. Altman seconded. Motion carried unanimously.

Vendor Claims

Dillinger motioned to approve Vendor Claims to be paid July 29, 2005. Altman seconded. Motion carried unanimously.

Commerce Drive Public Meeting

Neal stated there was an initial public meeting for Commerce Drive last week. The residents on Augusta Drive have requested the county investigate renaming Commerce Drive to Augusta Drive. There are more people on Augusta Drive that will have to change their address than on Commerce Drive. Neal stated currently we are tying two different roads together. There are two businesses addressed on Commerce Drive. The highway department is researching it and will bring recommendations and justification to the commissioners.

Dillinger motioned to adjourn. Altman seconded. Motion carried unanimously.

Commissioners Correspondence

Barrington Estates Letter from Health Department

INDOT Resolution Establishing Traffic Controls on I-69

IDEM Notice of Sewer Permit Applications:

Heron Lake - Fishers

Steepleview - Fishers

Deer Path, Section 16 - Noblesville

The Waterfront Condominiums at Morse Building No. 1 - Cicero

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- Hazel Dell Road Extension - Noblesville
- Limestone Springs, Section 3C - Fishers
- Limestone Springs, Section 4C - Fishers
- Princeton Woods Townhomes - Fishers
- IDEM Construction Permit for Sanitary Sewers:
 - Centennial South - Westfield
 - Centennial South (Corrected) - Westfield
 - Alexandria of Carmel - Carmel
 - Maple Knoll, Section Five - Westfield
 - Woodlands Subdivision - Carmel
 - The Lakes at Prairie Crossing, Section 3 - Noblesville
 - The Waterfront Condominiums at Morse Building No. 1 - Cicero
- IDEM Notice of Decisions:
 - Industrial Dielectric, Inc. - Noblesville
 - Sun Packaging, Inc. - Westfield

- Present**
- Christine Altman, Commissioner
 - Steven C. Dillinger, Commissioner
 - Kim Rauch, Administrative Assistant to Auditor
 - Fred Swift, Administrative Assistant to Commissioners
 - Michael A. Howard, Attorney
 - Darren Murphy, Attorney
 - Brad Davis, Highway Director
 - Jim Neal, Highway Engineer
 - Virginia Hughes, Administrative Assistant to Highway Engineer
 - Amber Emery, Highway Public Service Representative
 - Christopher Burt, Highway Staff Engineer
 - Mike McBride, Highway Technical Engineer
 - Joel Thurman, Highway Project Engineer
 - Matt Knight, Highway Staff Engineer
 - Faraz Kahn, Highway Department
 - Becki Wise, USI
 - Denny Neidigh, CMT
 - Bob Hansen, Noblesville Daily Times
 - B.J. Casali, ISSD
 - Trini Beaver, ISSD
 - Joannie Wert, ISSD
 - Sheena Randall, Human Resources
 - Kent Irwin, Irwin, Waggner & Scheele

APPROVED
HAMILTON COUNTY BOARD OF COMMISSIONERS

Attest:

Robin M. Mills, Auditor